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## MINUTES OF THE EXECUTIVE COUNCIL MEETING

### The Tau Beta Pi Association, Inc.

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TAU BETA PI

The Executive Council met in Cleveland, Ohio, at the Airport Marriott Hotel at 10:25 a.m. EST, Saturday, March 21, 1998, with President Basta presiding. Present were:

#### COUNCILORS

Edward D. Basta (EDB)  
E. William Beans (EWB)  
John R. Luchini (JRL)  
Molly K. Brennan (MKB)

#### NATIONAL OFFICERS

James D. Froula (JDF)

#### COUNCILORS ELECT

Jerome A. Atkins (JAA)  
Edward J. D'Avignon (EJD)  
Douglas M. Green (DMG)  
Catherine P. Rice (CPR)

Also Note: MSP = Motion, Seconded, Passed.

### 1. APPROVAL OF MINUTES

Council approved the December 6, 1997, minutes. MSP

Council amended the agenda to move 6 items under the Consent Items. MSP

### 2. CONSENT ITEMS MSP

- a. JDF reported on the status of the 1997-98 Alumni Giving Program
- b. Council enthusiastically awarded the Tau Beta Pi Superior Service Award to:  
David A. Perreault, MA H '68, served Massachusetts Eta 21 years as advisor '76-'97;  
Gary P. Agin, KS A '63, served Michigan Beta 20 years as advisor '78-'98;  
Donald E. Milks, OH I '54, served Ohio Iota 25 years as advisor '73-'98.
- c. Council enthusiastically awarded the Tau Beta Pi Resolution of Appreciation to:  
Gilbert M. Masters, CA E '61, served California Gamma 10 years as advisor '82-'88, '93-'96;  
Siu-Weng Simon Wong, CA G '75, served California Gamma 6 yrs as advisor '91-'97;  
Edwin R. Pejack, NY G '61, served California Phi 9 years as advisor '88-'97;  
Donald J. Leone, NY G '63, served Connecticut Gamma 6 years as advisor '91-'97;  
Medhat M. Morcos, KS G '66, served Kansas Gamma 7 years as advisor '90-'97;  
Robert C. Cammarata, MA B '79, served Maryland Alpha 8 years as advisor '89-'97;  
John C. Lambropoulos, RI A '80, served New York Kappa 8 years as advisor '89-'97;  
George A. Brown, TN B '55, served New York Pi 8 years as advisor '89-'97;  
Gary A. Ruggles, PA B '81, served North Carolina Alpha 11 years as advisor '86-'97;  
H. Henry Lamb, NC A '82, served North Carolina Alpha 9 years as advisor '88-'97;  
Michael A. Boles, NC A '65, served North Carolina Alpha 12 years as advisor '85-'97;  
Lonnie Sharpe, Jr., NC E '75, served North Carolina Epsilon 6 years as advisor '91-'97;  
Stephen P. Pessiki, PA Z '84, served Pennsylvania Alpha 6 years as advisor '91-'97.
- d. Council enthusiastically awarded the Tau Beta Pi Exemplary Service Award to  
Howard K. Roth, served 7 years as Engineering Futures Facilitator '90-'97.
- e. Council enthusiastically awarded the Tau Beta Pi Meritorious Service Award to M.  
A. Suprin, PA Th '96, served District 3 two years as Director '96-'98.

- f. Council enthusiastically awarded the Tau Beta Pi Distinguished Service Award to J. E. Yanatsis, NY T '94, served District 7 three years as Director '95 - '98; B. S. Beardsley, TX D '93, served District 7 three years as Director '95 - '98; D. W. McDonald, MN A '82, served District 11 three years as Director '95 - '98; D. C. Rice, NJ B '91, served District 2 five years as Director '93 - '98.
- g. Council appointed Dr. John B. Stevens, VT B '64, for a 3 year term to the Dean's Selection Committee for the National Outstanding Advisor Award. He joins Dr. Allen C. Cogley, Chair, and Dr. Michael P. Polis.
- h. Council assigned to the Committee on Constitution and Bylaws to add the title of Executive Director to that of Secretary-Treasurer by modifying the Constitution Article IV, Section 2.(c), through the addition of the phrase "who shall also be known as the Executive Director of Tau Beta Pi."
- i. JDF reviewed the second-quarter financial report. Report was accepted by the Council.
- j. Council formalized and established the TBP Scholarship Program Policy for undergraduates made permanent in 1997. Scholarships of \$500 will be made to undergraduate students selected by chapters which win 3 consecutive Secretary's Commendations or Chapter Project Awards. Moneys will be budgeted each year for these scholarships.
- k. Council re-appointed V. A. Marsocci, NY E '53, to the Fellowship Board for a 3 year term to end 7/31/01.

### 3. CHAPTERS

- a. Council extended the deadline for submission of chapter ballots to ratify the Constitutional amendments from the 1997 Convention to March 21, 1998. MSP

JDF reported to the Council that the amendments to the Constitution and By-laws to allow members of an Executive Council to reside anywhere, and to extend time limits for chapter actions were passed by the chapters on March 21, 1998, with the final vote 176 affirmative and 4 negative; and 166 affirmative and 14 negative respectively.

- b. JDF reported on the redesigned and improved image brochures that were requested by the 1997 Convention.

Council discussed eliciting the help of a marketing company to look at all of our promotional literature. CPR and MKB will work on preliminary request and requirements with the intent to have a presentation by a company at the June EC meeting with their capabilities/ideas. Council discussed having a Convention committee look at the content and provide input to the final content.

JDF clarified/informed the Council that all of the paperwork can now be done electronically. To reduce the quantity of paperwork any further would need Constitutional changes.

Council felt that with these final actions we have met the intent of the Convention Resolution to improve literature and reduce quantity of paperwork.



- c. JDF discussed requests by chapters for TBP National Office representation: Martha Polston will attend Kentucky Beta's 25th anniversary on 29 March 1998, EDB will attend Illinois Alpha's 100th anniversary on 1 May 1998, MKB will attend MI E's inauguration of its 9th President on 24 November 1998.

Council had a brief discussion on possible probationary action.  
Council had a brief discussion on the sequential lighting chapter contest.

- d. MKB reported on the excellent Installation Ceremony at Morgan State -- Maryland Epsilon.

#### 4. 1998 CONVENTION

- a. Council asked JDF to approach Gary Cook to be the photographer at the Convention.

JDF discussed a logistical issue surrounding room arrangements for lunch and the group photo. At JDF's suggestion and request, Council revised the Agenda and Schedule, swapping the District Meeting with the Second Business Meeting, and moving the group photo to Saturday after the Model Initiation.

Council discussed the quality of the group photo in recent years, and requested JDF to ask Gary Cook (if he is not the Convention photographer) to be a consultant to the photographer with advice as to what works best with our large group.

EJD suggested and Council approved dropping the breakfast with the EC on Saturday and revising the Saturday 8:30 District Meeting to be 8:00 District Meeting with Continental Breakfast.

- b. EDB and Council recommended that we plan to have at least 4 willing headquarters staff employees at the National Convention, that we send new people to aid in the training of our employees, and that they aid/attend specific committee meetings associated with their area of responsibilities.

#### 5. DISTRICT / ENGINEERING FUTURES PROGRAMS

- a. Council appointed Nila Bhakuni, Beth Stephan, and Dick Mead, Chair, to the Standard of Excellence Pre-selection Committee. MSP

Council appointed Sarath Krishnaswamy, Bonnie Jaffe, and Joe Hanby, Chair, to the Laureate Committee. MSP

- b. Council reported on its attendance at District Spring Conferences.

EWB presented a seal concept that could be used by the Association at TBP events. Council authorized EWB to have another one made with additional TBP wording.

- c. Council affirmed having the ICE Committee at the June Meeting.

EJD reviewed the proposed agenda for the June Meeting.

- d. Council appointed to following to District Director positions:  
H. R. Szwed, NJ G '95, as D2 Director for a 3 year term effective 6/98 to 6/01;  
M. D. Malstrom, PA I '97, as D3 Director for a 3 year term effective 3/21 to 6/01;  
H. E. Havens CA M '95, as D7 Director for a 3 year term effective upon relocation into D7, to 6/01;

C. M. Harrison, TN A '93, as D11 Director for a 3 year term effective 4/98 to 6/01.  
A. M. Brenner, OH K '92, as D7 Director to a 3 year term effective 6/98 to 6/01.

Council suspended the rules which interfere with the appointment of M. J. Cunningham to a 1 year appointment, and appointed M. J. Cunningham, NJ B '94, as D8 Director effective 3/21/98, expiring 6/99.

- e. MKB reported on the Futures Program Committee teleconference.

EWB reviewed a report on *Megatrends and Volunteerism* by the English Speaking Union, with possible implications/information for our organization.

## 6. FINANCES

- a. JDF reviewed and Council, after a lengthy discussion, approved JDF's proposed National Headquarters employee salary schedule. MSP
- b. JDF presented and Council reviewed the Employee Retirement Plan. Council revised the Summary Plan Description and the retirement plan to permit corrective options for the 401 (m) matching test by adding a new paragraph XVII and revising resolution paragraph V by changing "...with the contribution rate set at 5% for the employee and a matching 5% by TBP" to "...with the contribution rate limited at 5% in increments of 1% for the employee and equal matching up to 5% by TBP". MSP

Council requested that JDF set up a meeting with TIAA/CREF and the Council for further review of the Employee Retirement Plan.

- c. Council discussed possible appointments to the Financial Review Committee. EDB and EWB will contact 6 possible candidates.
- d. JDF presented and Council reviewed a proposed family and medical leave policy for Headquarters staff to be added to TBP employee benefits plan. Council approved the proposal and requested JDF to draft final wording for the June meeting.

## 7. FELLOWSHIP / SCHOLARSHIP PROGRAMS

- a. JDF reported on the highlights of the March 13, 1997, Fellowship Board meeting. 220 applications were received and 35 fellows were selected.

A TBP Raymond A. and Ina C. Best Scholarship was awarded this year, and due to exceptional fund earnings, the Council approved increasing the 1998 scholarship to \$10,000 (from \$7,000).

- b. Council reviewed recommendations from DSP, Director of Fellowships, and decided to approve naming 2 Fellowships in perpetuity in honor and recognition of former Secretary Treasurers R. H. Nagel and R. C. Mathews. MSP

## 8. R. H. NAGEL MEMORIAL

Council had further discussions on plans for the R. H. Nagel memorial.

## 9. HEADQUARTERS ENVIRONMENTAL STATUS

JDF updated the Council on the status of the environmental tests for molds in the Headquarter's office. The university is spending \$70k to update heating and cooling for just the TBP offices. We have 4 HEPA filters running. The fungi analyses from Alpha Environmental Sciences, Inc. shows that the offices are safe to work in, with counts being well within the allowable limits. All tests have now been run.

## 10. SOCIETY RELATIONS

- a. JDF reviewed plans for TBP representation at the ASEE Reception June 29 in Seattle. DMG and JDF will represent TBP.

JDF reported on his participation in the 1998 ACHS and the WATtec annual meetings.

- b. ROB reported in in absentia on the AAES Public Policy Council and NSBE summit meetings.

EDB reported on his attendance at the NY Kappa 50th anniversary banquet, and his representation at the Charles Draper Prize Reception. The award is now funded enough to give an award every year.

- c. Council briefly discussed the Order of the Engineer request for TBP to manage the Order and postponed it indefinitely.

## 11. TIME AND PLACE OF NEXT COUNCIL MEETING:

Next meeting is planned for 8:00 a.m., Friday, June 5, 1998, in Knoxville, TN.

THE MEETING ADJOURNED: March 21, 1998, at 6:00 p.m.

Molly K. Brennan

Molly K. Brennan  
Secretary

Edward D. Basta

Edward D. Basta  
President